

LEGISLATURE OF NEBRASKA

ONE HUNDRED SECOND LEGISLATURE

SECOND SESSION

LEGISLATIVE BILL 767

Introduced by Howard, 9.

Read first time January 04, 2012

Committee: Government, Military and Veterans Affairs

A BILL

- 1 FOR AN ACT relating to state officers and employees; to amend section
- 2 81-1307, Reissue Revised Statutes of Nebraska; to require
- 3 records of dates and hours of work; and to repeal the
- 4 original section.
- 5 Be it enacted by the people of the State of Nebraska,

1 Section 1. Any person who receives a salary or wage paid
2 by state warrant or who receives insurance coverage pursuant to
3 sections 84-1601 to 84-1615 shall have their dates and hours of work
4 recorded by the system prescribed by the Director of Personnel in
5 subdivision (2)(a) of section 81-1307.

6 Sec. 2. Section 81-1307, Reissue Revised Statutes of
7 Nebraska, is amended to read:

8 81-1307 The Director of Personnel shall be responsible
9 for the administration of the personnel division. Subject to the
10 review powers of the State Personnel Board, the director shall be
11 responsible for development of recommendations on personnel policy
12 and for development of specific administrative systems and shall have
13 the authority to adopt, promulgate, and enforce rules and regulations
14 pertaining thereto. The director shall be responsible for specific
15 administrative systems including, but not limited to, the following:

16 (1) Employment Services:

17 (a) General employment policies and procedures;

18 (b) Position classification plans;

19 (c) Job descriptions;

20 (d) Job specifications;

21 (e) Salary or pay plans;

22 (f) Staffing patterns; and

23 (g) Recruiting of qualified applicants for employment and
24 the maintenance of qualified applicants for employment for all
25 positions in state government;

1 (2) Personnel Records:

2 (a) A system of records and statistical reports
3 containing general data on all employees, including current salary
4 levels, dates and hours of work of employees, and such other
5 information as may be required by the operating needs of state
6 departments and agencies and the budget division; and

7 (b) Standards for the development and maintenance of
8 personnel records to be maintained within operating departments of
9 the state government;

10 (3) Personnel Management:

11 (a) Minimum standards for evaluation of employee
12 efficiency and a system of regular evaluation of employee
13 performance;

14 (b) Administrative guidelines governing such matters as
15 hours of work, promotions, transfers, demotions, probation,
16 terminations, reductions in force, salary actions, and other such
17 matters as may not be otherwise provided for by law;

18 (c) Administrative policies and general procedural
19 instructions for use by all state agencies relating to such matters
20 as employee benefits, vacation, sick leave, holidays, insurance,
21 sickness and accident benefits, and other employee benefits as the
22 Legislature may from time to time prescribe; and

23 (d) A system of formally defined relationships between
24 the personnel division and departments and agencies to be covered by
25 the State Personnel System;

1 (4) Salary and Wage Survey: Measuring, through the use of
2 surveys, the state's comparative level of employee compensation with
3 the labor market;

4 (5) Staffing Patterns:

5 (a) Staffing patterns for each department and agency of
6 state government that conform with those authorized by the budget
7 division;

8 (b) Revisions to staffing patterns of all departments and
9 agencies that have been approved by the budget division;

10 (c) Merit increases provided for any employee of the
11 state that are the result of positive action by the appropriate
12 supervisor; and

13 (d) The state's pay plan, as enacted by the Legislature,
14 together with such amendments as may occur, is explained in
15 appropriate handbooks for employees of the state;

16 (6) Temporary Employees:

17 (a) The director shall administer the Temporary Employee
18 Pool containing applicants from which state agencies can draw when in
19 need of a short-term labor supply; and

20 (b) State agencies must receive approval from the
21 director before hiring any temporary employee; and

22 (7) Employee Recognition Program: The director shall
23 administer an employee recognition program for state employees. The
24 program shall serve as the authorized program for honoring state
25 employees for dedicated and quality service to the government of the

1 State of Nebraska.

2 Sec. 3. Original section 81-1307, Reissue Revised

3 Statutes of Nebraska, is repealed.